



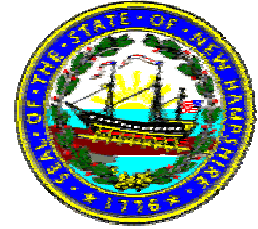
**NEW HAMPSHIRE ARMY NATIONAL GUARD
TECHNICIAN VACANCY ANNOUNCEMENT**

Human Resource Office (NHAG-HR)

State Military Reservation

4 Pembroke Road

Concord, NH 03301-5652



PLEASE POST IN A PROMINENT LOCATION

ANNOUNCEMENT DATE 12 February 2003

ANNOUNCEMENT NUMBER: NH03-013 (AR)

POSITION TITLE, SERIES/GRADE (S)

Automotive Mechanic Supervisor

WS-5823-09

MILITARY GRADE WO1 to CW4 or ENLISTED MINIMUM E8/MSGT

POSITION DESCRIPTION NUMBER 40069

SALARY RANGE

WS-09 starts at \$20.64 per hour

Promotion rules apply for current federal technicians.

AREA OF CONSIDERATION

AREA I all permanent enlisted technicians (minimum E8) or Warrant Officers or those eligible to become Warrant Officers of the NH National Guard

AREA II all enlisted (minimum E8) or Warrant Officers or those eligible to become Warrant Officers of the NH National Guard

CLOSING DATE

AREA I 05 March 2003

AREA II 12 March 2003

ANTICIPATED FILL DATE 1 JUNE 2003

DUTY LOCATION

New Hampshire National Guard

Operational Maintenance Shop #2 (OMS)

350 Meadow Street
Littleton, NH

TYPE OF APPOINTMENT

Permanent Warrant Officer or Enlisted Technician

Minimum qualifications to become a Warrant Officer.....

6 college English credits, BNCO graduate, GT score of 110, 3 to 6 years maintenance experience, minimum military grade of SGT.

FOR ADDITIONAL INFORMATION

Contact Celeste Frisella at DSN 684-9332, commercial (603) 225-1332, fax (603) 225-1212, or e-mail celeste.frisella@nh.ngb.army.mil. Other job postings are available at www.nhpeas.ang.af.mil/hro/jobs or all states at <http://www.neguard.com/jobs/Docs/statepoc.htm>

INSTRUCTIONS FOR APPLYING

Applicants may choose to submit an [OF 612](#), or a resume.

APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCE OFFICE (NHAG-HR) NO LATER THAN 1600 HOURS (4:00PM) ON THE CLOSING DATE INDICATED ABOVE.

YOUR RESUME OR APPLICATION MUST CONTAIN AS A MINIMUM

- announcement number
- title and grade(s) of the position you are applying for
- full name, mailing address (with zip code), day and evening phone numbers (with area code)
- current military grade/rank
- current status with the New Hampshire National Guard i.e. current permanent technician, AGR, temporary technician, ADSW
- current or prior technicians must include a copy of your most current Standard Form 50 which annotates your technician status and grade
- * social security number
- * full country of citizenship
- * high school name, city and state; colleges or university name, city and state; majors, type and year of any degrees received
- * personal military experience (DD Form 214)

***AREA II applicants only**

MAIL RESTRICTION: Applications submitted at government's expense will not be considered. This includes those submitted in government envelopes or postage and those submitted by way of a government fax machine. Applications may be *received* at HRO by government fax but sent by commercial fax at sender's expense.

EXCEPTED SERVICE REQUIREMENT: Technicians in the excepted service are required to wear the military uniform appropriate to their service and federally recognized grade when performing technician duties and are required to comply with the uniform standards of the service.

NATIONAL GUARD MEMBERSHIP IS REQUIRED

EQUAL EMPLOYMENT OPPORTUNITY

The NH National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

OTHER PERTINENT DATA

This vacancy will be processed in accordance with NHNG TPR 335 & Article 16 of the Labor Management Agreement. Military compatibility and grade inversion rules will be strictly adhered to.

The Enlistment and Reenlistment Bonus, Student Loan Repayment Program incentive, and Selected Reserve Recruitment Health Care Professionals incentive will be terminated upon start date for a military technician position or AGR Title 10 or Title 32 tour. Recoupment may be required depending on the specific incentive contract recoupment procedures.

THE FILLING OF THIS POSITION IS SUBJECT TO THE AVAILABILITY OF MANPOWER/MANNING

REIMBURSEMENT FOR PERMANENT CHANGE OF STATION (PCS) EXPENSES ARE NOT AUTHORIZED

Selected individual must enroll in the Direct Deposit/Electronic Funds Transfer Program. The Federal Financial Management Act of 1994, SEC 402, Electronics Payments, requires direct deposit to a financial institution for all Federal wage or salary payments.

If you are a male born after 31 December 1959, and you desire employment with the Federal Government, you must be registered with Selective Service.

OTHER REQUIREMENTS

In order to comply with the NGB compatibility criteria, selected individual will be immediately assigned MOS: WOBR: 14, 91 or 92 or ECMF 14, 31, 33, 51, 63, 88 or 92.

Applicants must insure that they meet the criteria for cross training if they do not possess the compatible MOS.

Selected individual must attend the OMS Chief Course held at the National Guard Professional Education Center, Little Rock, AR within one year of starting this position.

A valid NH State driver's license is required.

OCCUPATIONAL HEALTH REQUIREMENTS

An audiogram is required annually

MINIMUM QUALIFICATIONS REQUIREMENT (S)

* Each applicant must fully substantiate on their application how they meet the requirements listed below, otherwise the applicant will be found unqualified for this position.

GENERAL EXPERIENCE

* Experience which demonstrates the candidates ability to instruct subordinates in work requirements and difficult operations/repairs; to plan schedules and sequence operations, determine availability of materials and equipment and maintain reports and records.

SPECIALIZED EXPERIENCE

* 36 months experience which indicates:

- skill in servicing, repairing and maintaining automotive equipment
- ability to troubleshoot malfunctions and determine causes of problems
- ability to use common mechanic's tools, power tools and precision measuring equipment
- skill in using diagnostic and test equipment
- ability to interpret technical manuals, illustrations, specifications, diagrams and schematics to make repairs and modifications
- ability to analyze work plans to ensure accomplishment of assigned work
- skill in coordinating and directing work
- knowledge of safety requirements pertaining to motor vehicle repair/operation

JOB DESCRIPTION

The purpose of this position is to supervise workers, either directly or through one or more subordinate leaders and/or supervisors in accomplishing the operations of a distinct organizational unit and to perform associated non-supervisory work. Establishes deadlines and priorities based on established general schedules, methods and policies. Determines skills, materials and equipment required. Participates in the initial planning of current and future work schedules and development of budget requests. Provides workload data, estimates information on staffing needs and recommendations as to the scheduling of projected work. Assigns tasks to be performed. Explains work requirements, methods and procedures. Instructs subordinates on new procedures or methods and provides assistance on difficult or new problem areas. Recommends and participates in the selection of personnel to fill vacancies. Schedules and approves leave of subordinates. Sets performance requirements and makes formal and informal performance appraisals. Determines training needs of subordinates and arranges for its accomplishment. Counsels employees on problems. Handles informal complaints through discussions with employees and union representatives and takes corrective action on conduct or performance problems. Implements regulatory safety requirements and ensures that subordinates wear appropriate safety equipment. Performs other duties as assigned.

FOR THE ADJUTANT GENERAL

DEBORAH L. CARTER, LT COL, NHANG
Director of Human Resources